



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY PLANNING & ZONING MINUTES REGULAR MEETING AT 7:00^{PM} JUNE 6, 2018

- A. The Meeting was called to Order at 7:00 p.m. and the Pledge of Allegiance was recited.
- B. Roll Call and Determination of Quorum.
4 members present, quorum established.

Present:

Chair: Tiffany Chavez

Vice-Chair: John Meister

Members: Mary Charleton
Harland Sexton

Commissioner: Joy Banks

Also Present: Dr. Jim Johnson

Absent: Nicole Hardas

- C. Approval of Minutes from the May 2, 2018 Regular Planning & Zoning Meeting.
Motion to approve minutes made by Vice-Chair Meister, seconded by M. Charleton
4-0 Minutes approved

- D. Zoning Administrator Report.
We haven't had any new businesses open, but none have closed either. Nothing very exciting in zoning right now.

- E. Call to the Public [3 min. limit] Agenda Items Only
P&Z Commission may make and open call to the public during a public meeting. Individual P&Z Commissioners may respond to criticism made by those who have addressed the Commission, they may ask

staff to review a matter or they may ask that the matter be put on a future agenda. Commissioners shall not discuss or take legal action on matters raised during an open call to the public unless the matters have been properly noticed on the agenda for discussion and legal action A.R.S. 39-731.01 (G). In order to speak during Call to the Public, please specify what you wish to discuss when completing the call to the Public form but can be scheduled under future unfinished business.
None.

F. Unfinished Business:

1. Discussion and/or Action [Chair]: Manufactured Homes Outside Manufactured Home Parks

Motion to open item for discussion and or action made by Chair Chavez, seconded by M. Charleton.

Dr. Johnson reminded the Commission that they had discussed manufactured homes outside of parks last month. Parts of Lower Huachuca City is zoned R-4. Dr. Johnson and staff are in the process of working with the owners of the currently vacant manufactured homes and advising the owners that they are responsible for removing the homes and cannot just leave them there. We are working hard to not have to spend city funds to take care of those homes.

It was decided that if the homes are being maintained, they can remain. The real concern are the vacant units.

Dr. Johnson's staff is currently working on removing some of the language and loopholes in the code regarding zoning and cleaning up some of the language. A public hearing will likely be held in September.

Vice-Chair Meister advised there is a house in R-1 on Third Street that is a duplex. Vice-Chair Meister asked how that could happen and how can it be fixed. Vice-Chair Meister was advised that there isn't anything that can be done now. This is one of those items where former administration did not enforce the code.

Motion to close Item 1 in Unfinished Business made by Chair Chavez, seconded by Vice-Chair Meister.

4-0 Motion Carried

G. New Business:

None

H. General Plan Maintenance

1. Discussion and/or Action [Chair]: Annual Report 2018

Motion to open this item for discussion and or action made by Chair Chavez, seconded.

Dr. Johnson advised the ISO is still a 10. The Fire Chief will be requesting a re-inspection, possibly at the end of summer.

Dr. Johnson pointed out the town-wide clean up.

Vice-Chair Meister requested the update regarding the cable tv and the make-up of the fire department.

Motion to close item 1 under General Plan Maintenance made by Chair Chavez, seconded by Vice-Chair Meister.

4-0 Motion Carried

I. **Call to the Public [3 min. limit] Issues within the auspices of the Huachuca City P&Z Commission.**

None.

J. **Adjournment**

Chair Chavez motioned to adjourn, motion was seconded by Vice-Chair Meister.

4-0 Motion Carried

Meeting was adjourned at 7:50PM

Approved by Tiffany Chavez on August 1, 2018



Chair, Tiffany Chavez

Attest:


Jennifer A. Fuller, Town Clerk



Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Planning and Zoning Meeting for the Town of Huachuca City held on June 6, 2018. I further certify that the meeting was duly called, and a quorum was present.



Jennifer A. Fuller, Town Clerk